

**MINUTES OF THE GENERAL MEETING
OF THE BIGFORK COUNTY
WATER AND SEWER DISTRICT**

The General meeting of the Bigfork County Water and Sewer District was held on May 9, 2018 at the District office. President, Seth Price, presided.

ATTENDEES:

Directors: Lloyd Ross, Gene Helberg, Bob Keenan, Seth Price, Tom Cahill
District Employees: Julie Spencer (via phone), Mimi Wildeman, John Inabnit
Engineering: Jeff Cicon P.E. Morrison Maierle
Public: Mike Heagney, Michelle Heagney

President Price opened the meeting at 7:00 p.m. Price called for a motion to move Public Comment to the beginning of the Agenda, Keenan made a motion to approve the Agenda change, Ross seconded and it was unanimously

RESOLVED, That the Agenda be changed.

PUBLIC COMMENT

Heagney asked for clarification on the North Sewer. Spencer answered her questions; after discussion was had the entire Board stated that Heagney's will have to do it according to our Districts Rules and Regulations.

READ AND APPROVE MINUTES:

The minutes of the April 2018 General Board Meeting were reviewed for approval. Price called for discussion. Hearing none, a vote was called. Keenan made a motion to approve, Ross seconded and it was unanimously

RESOLVED, That the Minutes for the April 2018 Board Meeting be approved as submitted.

CONSENT AGENDA

Price asked for discussion or changes to the Consent Agenda hearing none Keenan made a motion to approve, Helberg seconded and it was unanimously.

RESOLVED, That the Consent Agenda be approved as submitted.

OLD BUSINESS

Operations Report- Price asked if there was any discussion or questions regarding the report, Operator Inabnit presented, there was some discussion. There was discussion in regards to the purchase of the Trench Box we will need to figure out a rental agreement procedure and cost to contractors. Price asked if there was anything else that needed discussed, hearing none the report was complete.

Engineering update, Jeff Cicon

- *Water Tank & Transmission Line and Access Easement* –No Update
- *Holt Drive Water Main Extension (Task Order 32)* – Cicon reported Sandry Construction has completed installation of the main and re-paved Holt Drive. The new main has been tested, disinfected, and is now in service. A substantial completion walk-through was scheduled for Monday May 7. There was no substantial punch list. Change order No. 2 in the amount of \$89,401.81 and Pay Application No.2 in the amount of \$307,748.80 there was discussion in regards to the change order Cicon explained that it was caused by the large amount of bedrock that was encountered and the committee's methodology to mitigate the cost and the quality of the main, Cahill made the motion and Helberg seconded and it was unanimously

RESOLVED, That the Holt Drive Water Main Extension Change order No. 2 be approved for \$89,401.81 and the Pay Application #2 in the amount of \$307,748.80.

- *Fire Hall Lane Sewer Easement Update*: - One owner sent a letter in return.
- *Blenn Street Services*, - Correspondence between Holland and Hammer, Quinn & Shaw PLLC

Wastewater System Improvements

- *Wastewater System PER and CIP (Task Order 33)* – Public Meeting #2 was held on April 18, 2018, the third meeting will be held on May 08, 2018 at the Public Dock. This meeting presentation will cover Bay Sewer Projects and impacts to rates. Two resolutions and one authorizing statement are attached for consideration by the board. A draft of the application and environmental assessment will be provided to Julie for review prior to the board meeting. Keenan made a motion to authorize Resolution 85 & 86 Cahill seconded and it was unanimously

RESOLVED, That the authorize Resolutions 85 and 86

Mayport Harbor Pumps- Keenan reported that three hook ups are complete and there will be three more to be connected. The last day anyone can connect is June 8, 2018 if they want the District to pay for the pumps. There was also discussion on if there should be an end date where the District will no longer waive the Hookup Fees. Cahill made a motion that the District will only waive the sewer hookup fees for Mayport Harbor until June 9, 2019 and that Spencer should write a letter notifying the remaining owners of this date, Helberg seconded Keenan abstained from voting and it was unanimously

RESOLVED, That the District will only waive the sewer hookup fees for Mayport Harbor until June 9, 2019 and that Spencer should write a letter notifying the remaining owners of this date

Meter Replacement Project- On going

NEW BUSINESS –

Board of Directors Approval-Election by Acclamation- Keenan, Cahill and Helberg signed their Oaths of Office.

Annexation of 500 Holt Drive- Keenan made a motion to approve the annexation Cahill seconded it was unanimously

RESOLVED, That the Annexation of 500 Holt Drive was approved

DEQ- Wastewater Discharge Permit- began May 1, 2018 – April 30, 2023

Reassessment of Fire Hydrant Agreement with Bigfork Fire Department- Spencer will contact the Fire Department and arrange a meeting to discuss rates and quantity of hydrants in the District.

COMMITTEE REPORTS

Annexation, Main Extensions & Construction Helberg & Cahill

- TSEP Planning Grant- Update was given in Engineers Report
The Board gave Price authority to sign when the Grant is complete.
- Windsor Drive Property- Spencer will schedule a meeting

District Investments Price & Ross

- Purchase of Additional CD Investment – Spencer will contact the committee when changes need to be done and the committee will send recommendations to the Board

Employee Insurance, Compensation & Certification & Safety Helberg & Keenan

- Safety Policy Update –no Discussion
- One Merit Raise was discussed Cahill made a motion to approve, Helberg seconded it was unanimously

RESOLVED, That the Merit Raise be approved

- Board discussed the Certification Exams

Pretreatment Regulations Cahill & Price

- Flathead Lake Brewery- Spencer will have the committee review the new permit before sending

Budget & Rate Structure Helberg & Ross

- Meeting will be held in early May
- Replacement Cost of Vehicles and Equipment
- Rental Agreement on Trench Box

Rules & Regulations Cahill & Price

- Board will receive a draft copy of the separation of Water & Sewer Rules and Regulations to Review which will include RV Parks and Hotel (motel) standards.

Farmland..... Helberg, Cahill

- Operations has begun hauling for the season, injecting in north west corner of farm

COMMUNICATIONS

Blenn Street Letter
Hammer's Response Letter Blenn St.
Groenke Response
Auditor Letter

Helberg called for an Executive Closed Meeting to discuss a Human Resource matter at that time
Board Members and District Manager stayed

The Executive Session was adjourned 9:00 pm

Regular meeting was re-opened

ADJOURNMENT

Price called for a motion to adjourn. Helberg moved, Keenan seconded and it was unanimously
RESOLVED that the public meeting be adjourned at 9:01 p.m.

Secretary, Mimi Wildeman

Minutes approved by:

President Seth Price